

# Website Visits Data Collection Guide

If you are the website administrator, retrieve the statistics relating to site traffic – specifically, total unique pageviews for your site during the fiscal year. This can be accomplished via Google Analytics or various other platform tools.

## Google Analytics

- From the Home page, select Behavior in the left-hand menu.
- On the Behavior page, set the date for the FY2019 fiscal year (July 1, 2018-June 30, 2019).
- Use the number in Unique Pageviews.

## WordPress

- Select Stats from the menu options.
- Switch the view to Months.
- Count the views for each of the months in the fiscal year.

## Websites hosted by EpbRI

- Google Analytics module is installed.

## Other website hosting platforms

- If you are not sure how to retrieve the data for website visits, please contact Kelly Metzger for assistance.
- [Kelly.metzger@olis.ri.gov](mailto:Kelly.metzger@olis.ri.gov)
- 401-574-9305